

**West Point Grey Community Association  
Board of Directors' Meeting Minutes  
Wednesday, April 2<sup>nd</sup>, 2008**

Present: Chair James Gill, Andrea Maitland, Ruth Kendall, Allen Sabet, Shamsah Mohamed, David Neiman, Chris Parfitt, Bill Moran, John Mills, Garth Jones, Jennifer Smith

Regrets: Christina Fodor, Ian Clements, Vivian McCollor, Richard Strachan

Guests: David Johannson, Liberty Moore, Andree Karas

Staff and Commissioner: Bob Hindley (CRC), Scott Twigg (Youth Worker) Korina Houghton

Recording Secretary: Tanya Donaldson

The meeting was called to order at 7:00pm.

1. Approval of the Agenda

Nominating was moved up after approval of the minutes.

M/S Maitland/Mills

Move to accept the agenda as circulated. - carried

2. Approval of March 5, 2008 Minutes

M/S Kendall/Neiman

Move to accept the March 5, 2008 board meeting minutes as circulated.

3. Casual Vacancies

We have 2 two year and 1 one year positions available. David and Liberty were introduced. They have expressed interest in serving on the board.

M/S Maitland/Mills

Move that David Johannson and Liberty Moore be appointed to the WPGCA board of directors until the AGM in February 2010.

- carried

4. Correspondence

Coast Mountain is looking at establishing a shuttle route, and the feasibility study has been received from Translink and is available electronically. The service is expected to start in September and will run Monday to Friday during the day. We are hoping that this may be expanded in the future to better serve us. It was suggested that we write a letter requesting that service begin in June when the demand by families is greater. John offered to draft the letter for James to review and forward.

## 5. Committee Business

### 5.1. Youth Committee

5.1.1. James introduced Scott Twigg, our new youth worker. Scott is seeing a good number of pre teens attend the centre on Wednesdays and Fridays. They especially enjoy gym hockey. The youth council is growing. They are still in the process of selecting a representative to attend the board meetings. Our first youth council event was a pre-teen Canuck hockey event. It went quite well and the youth council did a good job organizing the event for the younger kids. The family Easter event included some youth volunteers. Upcoming events include a movie night and another sporting event. The youth are also considering some ideas to decorate the youth room. We will be writing a letter shortly regarding to requesting to run the parking for Folkfest, and we will be addressing some of the environmental concerns that were raised last year.

### 5.2. Finance, Budget, Audit

#### 5.2.1. February Financial Statements

John reviewed the February income statement. The impact of the 2<sup>nd</sup> half of the strike is reflected in the fall revenues and the winter programs also seem to be a bit lower than last year. The weight room has bounced back fairly well. The pottery club continues to be a staple. The rentals have not been as impacted, as we were able to still receive rent from Point Grey Academy. The expenses are also lower than the same period last year. Expense are down about \$122,000 and revenue down by \$150,000. Sports revenue was down quite a bit, as there were very few offering in the fall.

The Association continues to be in a strong cash position. The accounts payable primarily relate to amortization and accruals for Group 1 wages. The internally restricted funds were also reviewed.

M/S Kendall/Neiman

Move that the February statements be accepted as circulated.

- carried

#### 5.2.2. Budget Approval

The capital budget was circulated for approval. There was a listing of the previously approved items yet to be purchased. There are 4 new items which include storage units, TV/DVD cart, a new recumbent bike and a stereo component. We currently have \$14,008 restricted for program equipment. Our surplus from August 31, 2007 was \$58,492.

M/S Sabet/Moran

Move that the Association allocated \$8100 to the equipment fund.

- carried

We did not restrict the amount for the dual pulley and treadmill last year.

M/S Kendall/Maitland

Move that the Association internally restricted \$7243 for the program fund for the 2007/08 capital budget. -carried

The board policy is to keep \$125,000 unrestricted. The finance committee is recommending that some of the unrestricted funds be allocated to building expansion project.

M/S Sabet/Moran

Move that the Association internally restricted \$42,377 for the building expansion project. - carried

#### Operating Budget

The 2007-08 operating budget was circulated earlier via e-mail. It is late in the year for budget approval, but the strike delayed this process. It has taken a while to determine the impact. The proposed budget is conservative, and it a best estimate. The program revenue is estimated to be \$683,329, which is about \$20,000 less than 2006/07. The expenses are inline with the revenue projections. The publicity expense is lower, given that the fall 2007 cost (approx \$20,000) was written off in last fiscal year. The administration expenses do include the wage increase for Group 1 staff wages.

M/S Mills/Sabet

Move that 2007/08 operating budget be accepted as circulated. - carried

At the last finance committee meeting the motion from the last meeting regarding the policy manual was discussed. John has made some enquiries with the CGA Association for potential students. We will work on the TOR over the next month. It will then take a couple of months to finalize the document. The document will likely come to the board in August or September after being vetted through the committee and executive.

Allen raised the issue of insuring against the death or disability of key personal. James will bring this up at the next executive meeting.

### 5.3. Executive Committee

#### 5.3.1. Nominating Committee

##### 5.3.1.1. Casual Vacancies

We have one remaining vacancy and the committee will look for someone who may address any gaps we have.

##### 5.3.1.2. Skills Inventory

James will e-mail a document requesting this information and intentions for next AGM. Please send back as soon as possible.

#### 5.3.2. Bursaries

Sharon and Scott are putting forward the applications. We will need board members to volunteer to hand out the 3 awards.

#### 5.3.3. WPG Fiesta

The event involves all board members. There will also be a run sponsored by Lulu Lemon on the Friday. We also need to come up with a theme for decorating the van. Garth will contact Jason regarding the fiesta meetings.

#### 5.3.4. APG

The draft capital plan was the main topic of discussion. Most associations were unhappy with the community centre inclusions. Trout Lake is the full replacement included in the plan. Our project was not included. There will be pressure from the various facilities. AGP next meets tomorrow at Riley Park at 6:30pm. There will be more discussion on the capital plan promotions campaign.

### 5.4. Operations, Policy and Planning

- 5.4.1. Registration for spring and summer began 2 two weeks ago. The summer camps are very popular. The day trips seem to be becoming more popular. We have had a preliminary call regarding the HRDC summer grant, and we will likely get 12 positions funded.

### 5.5. Facilities, Policy and Planning

- 5.5.1. Please review the attached minutes. The tour of the facility will be April 12<sup>th</sup> at 12pm. E-mail Bob if you will be attending. The source of the manhole cover problem was the water accumulation around the speed bump. Park Board is looking at a new dust collection system. The Jericho Hill rentals that were in arrears, except one, have been collected.
- 5.5.2. Last year there were some issues that arose around the Folkfest volunteer wrap party. Staff have met with them to address these issues, and have put some safeguards in place.
- 5.5.3. We have had a request for a community garden, and we seeking more information.
- 5.5.4. The committee denied the RBL request for a reduced rental rate. They do not meet policy requirements.

### 5.6. Building Report

- 5.6.1. The next meeting is Wednesday, April 9<sup>th</sup> at 5pm. John Ross is going to request concept drawings from an architect. The estimated cost for this is \$30,000. The areas that will be expanded will be determined at the next meeting. It will likely take about 3 months for the concept drawings to be done. We are still looking for a few more members for the committee.

### 5.7. Fundraising

- 5.7.1. Capital Plan 200-2011 – There will be 3 public meetings held at various community centres; Kerrisdale (May 1<sup>st</sup>), Roundhouse (Apr 30<sup>th</sup>) and Kensington (Apr 29<sup>th</sup>). We need to have a presence at as many as of the

meetings as possible. We also need to tackle the community centre renewal document. Our status has changed from what is in this document. The strategy is 7 years old, and this is the document staff use to make recommendations. We are offering 50cents on the dollar and we were taken off the list. The rest of the committee work is on hold until concept drawings have come back. Will look at gaming and foundations and possible corporate when we have the drawings.

#### 5.8. Jericho Arts Centre

5.8.1. There is a new show starting on Monday, with the last show being in June. There was supposed to be a guest production this Spring, but did not get their funding. Point Grey Academy did a one night Grade 5 production. Jury selection for next season will be take place in May.

#### 5.9. Olympic Legacies

5.9.1. The meeting last month was postponed. City Council approved \$1 million for community Olympic festivals and events over the next 2 years.

### 6. Vancouver Park Board

#### 6.1. Park Commissioner's Report – Korina

There were over \$300 million in capital plan requests. Park Board has compiled a list for \$107 million that is going to public process. Included in this plan are the cost overruns from the last capital plan.

The next park upgrade is Oppenheimer. It is needed. The Hallow Tree will be coming down and laid on its side and a path will be put in between the two halves. Park Board is also considering other ways to commemorate this historical feature. The upside down church biennale piece has been controversial. Park Board is trying to find a new place for it. Park Board approved money for golf consultant to increase revenues. Wallace field has a commemorative naming that has been approved. Park Board approved international triathlon in June.

#### 6.2. Co-ordinator's Report

The short lists for UMW and pool programmer positions are being compiled. Michele Hawkes will be on return to work program. Bob away April 8<sup>th</sup> to 14<sup>th</sup> Sharon overseeing any issues. Bob and James are attending the BCRPA conference. There is still room if anyone wants to attend. The Earth Hour was a huge success.

### 7. Other Business

None.

Motion to adjourn at 8:42pm by Andrea Maitland.